

Learning.com

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Logging in for the First Time and Using the Navigation Tools

Go to <http://learning.com/>.

The first time you log-in, use your ID number for your username and password. Make sure to type Round Rock ISD in where it says district:

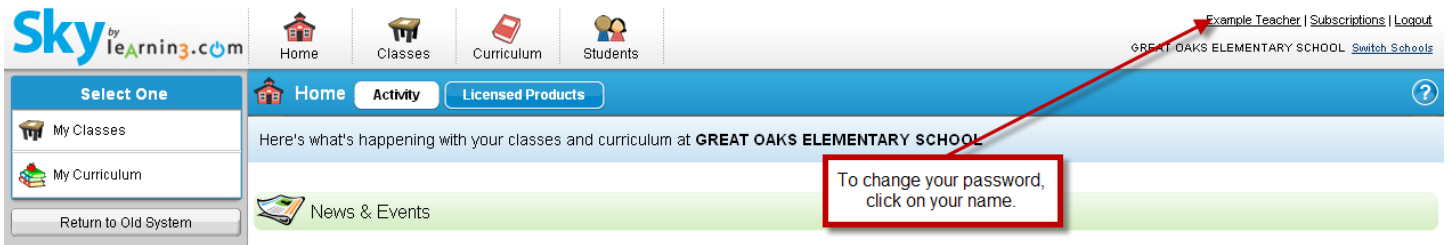
The screenshot shows the learning3.com login interface. At the top, there are navigation links: Consultation, How to Buy, and Home Login. Below these are News, Solutions, Funding, and Services. A central banner features the 'Sky' logo and the text 'CUSTOM CURRICULUM PUBLISHING' with a 'SUCCESS' icon. To the left, a 'Log In' box contains fields for Username (Your ID Number), Password (Your ID Number), District (Round Rock ISD), and a 'Forgot Password?' link. A green 'ENTER' button and a red 'Login Help' button are at the bottom of the login box. A red box with the text 'Fill out the fields with the following information to log-in' has arrows pointing to the Username, Password, and District fields. To the right, there are two promotional banners: 'Prescriptive Keyboarding' and 'AhaScience Effect' showing a 59% result.

While using learn3.com, it is important to use the navigation menu in learning.com and not the navigation buttons on your internet browser. If you use the navigation buttons on your internet browser, you will get taken back to the log-in screen. If you need to navigate using learning.com, please use the navigation areas that are highlighted below:

This screenshot shows the learning3.com interface within a Windows Internet Explorer browser. A red 'X' is placed over the browser's back button. A red box with the text 'DO NOT USE THESE BUTTONS WHILE USING LEARNING.COM. IF YOU DO, IT WILL KICK YOU BACK OUT TO THE LOG-IN SCREEN.' points to the back and forward buttons. The main navigation menu includes Home, Classes, Curriculum, and Students. Below this, there are tabs for Home, Activity, and Licensed Products. A sidebar on the left has 'Select One' with options for 'My Classes' and 'My Curriculum'. A red box with the text 'These areas are all parts of the navigation menu for learning.com.' points to the Home, Activity, Licensed Products, My Classes, and My Curriculum elements. The main content area displays 'Here's what's happening with your classes and curriculum at GREAT OAKS ELEMENTARY SCHOOL' and a 'News & Events' section with a link to 'Four exciting new benefits for assessment customers!' dated September 2, 2010.

Changing Your Password

The first thing you might want to do when you log-in is change your password or username. Regardless of whether you decide to change your password or not, you should keep a record of your password either in your phone's notepad/password keeper or written down somewhere that is private. In order to change your username or password, click on your name in the upper right corner:



In order to change your username or password, you need to edit those fields and click the save button. If you are changing your password, you will need to enter the new password in two empty fields:

Creating Your Class

Before you do anything else, you need to create your class. Click on one of the **My Classes** icons:

The screenshot shows the Sky by Learning3.com homepage. The top navigation bar includes links for Home, Classes, Curriculum, and Students. A red arrow points from the 'Classes' link to a yellow callout box that says 'In order to create a class, click on one of the **My Classes** icons.' Another red arrow points from the 'My Classes' icon in the left sidebar to the same callout box. The main content area displays a message about classes at GREAT OAKS ELEMENTARY SCHOOL and a news section titled 'News & Events' with a link to 'Four exciting new benefits for assessment customers!'.

Click on the desk that appears to create a class. Then type your class name in the empty field. Click the **add** button after you have named your class:

The screenshot shows the 'Create a New Class' form. A red arrow points from the 'Classes' link in the top navigation bar to a yellow callout box that says 'Click on this icon to create a class'. Another red arrow points from the 'Create a New Class' button in the left sidebar to the same callout box. A blue arrow points from the 'Class name here' input field to a yellow callout box that says 'Type a your class name in this field and click add'. The form includes an 'Add' button and a 'Cancel' button. The main content area displays a message about classes at GREAT OAKS ELEMENTARY SCHOOL and a news section titled 'News & Events' with a link to 'Four exciting new benefits for assessment customers!'.

Enrolling Existing Students in Your Class

Now that your class has been created, it is time to add students to your class. Click on the **Enroll Students** button:

The screenshot shows the 'test class' page with a sidebar on the left containing 'Class Assignments' and 'Class Students' sections. The main area has tabs for 'test class', 'Gradebook', 'Settings', and 'Student View'. Below the tabs, there's a message: 'Now that you've created your class, it's time to enroll **Students** and assign **Curriculum**.' A red arrow points to the 'Enroll Students' button. A callout box with a red border says: 'Before you assign curriculum, you should add students into your class.'

Select the grade-level to get started:

The screenshot shows the 'Students' page with a sidebar on the left. The main area has tabs for 'Students', 'School Roster', and 'Enrolled Students'. Below the tabs, there's a 'Grades' section with checkboxes for K through 12. A green arrow points to the 'Enroll Selected' button. A callout box with a blue border says: 'Select a grade to get started.'

To enroll students in your class in your class, you have two options; however I would only recommend one. You can either enroll your students one at a time or a few at a time. I would highly recommend you enroll your students one at a time because enrolling multiple students into your class at a time will not work the way it is supposed to very frequently. In order to enroll students one at a time, click on the **Enroll** button on the right side of the row for each of your students. If you would like to attempt to enroll a few students at a time, you put a check mark next to each of your students and then click the **Enroll Selected** button at the top:

The screenshot shows the 'Students' page with a sidebar on the left. The main area has tabs for 'Students', 'School Roster', and 'Enrolled Students'. Below the tabs, there's a 'Grades' section with checkboxes for K through 12. A green arrow points to the 'Enroll Selected' button. A callout box with a yellow border says: 'To enroll students in your class, I would highly recommend clicking on the each of the individual student's **Enroll** buttons in this column rather than using the other method.'

	Last Name	First Name	Username	Student ID	Grade	Classes	
<input checked="" type="checkbox"/>	ABARRO	ANNA	128632699	632699	3	0	Enroll
<input type="checkbox"/>	AGUILERA	ANDRES	128492082	492082	3	0	Enroll
<input type="checkbox"/>	ALLEN	JACOB	128632247	632247	3	0	Enroll
<input type="checkbox"/>	ALTHAUS	ASHLYNN	128632178	632178	3	0	Enroll
<input checked="" type="checkbox"/>	ANGUS	CALEB	128632976	632976	3	0	Enroll
<input type="checkbox"/>	BARCLAY	AIMEE	128632197	632197	3	0	Enroll
<input checked="" type="checkbox"/>	BARTON	ETHAN	128591621	591621	3	0	Enroll

Creating New Students for Your Class

If you had students that were not on this roster, you need to add your students. Click on one of the **Add New Student** buttons:

The screenshot shows the Sky by Learning3.com interface. On the left sidebar, there is a button labeled 'Add New Student' with a green plus icon. In the main area, under the 'Students' tab, there is a table of students. Above the table, there is a button labeled 'Add New Student' with a green plus icon. A yellow callout box points to this button with the text: 'To enroll students not on the school roster, click on one of the **Add New Student** buttons.'

Last Name	First Name	Username	Student ID	Grade	Classes
ABARRO	ANNA	128632699	632699	3	0
AGUILERA			492082	3	0
ALLEN	JACOB	128632247	632247	3	0

When you add a new student fill in all of the fields. I would highly recommend that you **NOT** select the create username automatically box because you want to keep the student's log-in the same patter as the rest of your students.

The pattern for the username is the school number (128) + student's ID number. For example, a student with the ID number 123456 would have a username 128123456. The password is the student ID number.

If you only are adding one student, click the **Save** button then you have finished entering in all of the information. If you have more students to add, click the **Save and Add Another** button when you have finished.

Once you have finished adding new students to your class, you must go back and [enroll them into your class](#):

The screenshot shows the 'Add a New Student' form. It includes fields for Student ID, First Name, Last Name, Grade, Username, and Password. There is a checkbox labeled 'Create Username Automatically'. A red callout box points to this checkbox with the text: 'I would highly recommend that you **NOT** select this box and instead create the username yourself to keep the pattern consistent with the rest of the students'

* Indicates a required field

Student ID: 123456

*** First Name:** Sample

*** Last Name:** Student

*** Grade:** 3

☐ Create Username Automatically

*** Username:** 128123456

*** Password:** 123456

Save and Add Another Save Cancel

Removing Students from Your Class

If you want to remove a student to your roster that you do not want in your class click the edit button:

Example Teacher | Subscriptions | Logout
GREAT OAKS ELEMENTARY SCHOOL | Switch Schools

Classes

Students School Roster Enrolled Students

Grades: ☐ K ☐ 1 ☐ 2 ☒ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ 9 ☐ 10 ☐ 11 ☐ 12 ☐ Select All

Enroll Selected Add New Student

1 2 3

Last Name	First Name	Username	Student ID	Grade	Classes
<input type="checkbox"/> RAMAPRIYA	SUDHARSAN	128461378	461378	3	1
<input type="checkbox"/> RAMOS		2292	632292	3	0
<input type="checkbox"/> RAYMOND		2223	632223	3	0
<input type="checkbox"/> READY	MADISON	128632224	632224	3	0

Enroll Enroll Enroll Enroll

Click on the **X** to remove the student from your class:

Example Teacher | Subscriptions | Logout
GREAT OAKS ELEMENTARY SCHOOL | Switch Schools

Classes

Students School Roster Enrolled Students

Grades: ☐ K ☐ 1 ☐ 2 ☒ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ 9 ☐ 10 ☐ 11 ☐ 12 ☐ Select All

Enroll Selected Add New Student

1 2 3

Last Name	First Name	Username	Student ID	Grade	Classes
<input type="checkbox"/> RAMAPRIYA	SUDHARSAN	128461378	461378	3	1
<input type="checkbox"/> RAMOS		2292	632292	3	0
<input type="checkbox"/> RAYMOND	KAYLA	128632223	632223	3	0
<input type="checkbox"/> READY	MADISON	128632224	632224	3	0

Enroll Enroll Enroll Enroll

Click **Done** when you have finished removing students from your class:

Example Teacher | Subscriptions | Logout
GREAT OAKS ELEMENTARY SCHOOL | Switch Schools

Classes

Students School Roster Enrolled Students

Grades: ☐ K ☐ 1 ☐ 2 ☒ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ 9 ☐ 10 ☐ 11 ☐ 12 ☐ Select All

Enroll Selected Add New Student

1 2 3

Last Name	First Name	Username	Student ID	Grade	Classes
<input type="checkbox"/> RAMAPRIYA	SUDHARSAN	128461378	461378	3	0
<input type="checkbox"/> RAMOS		2292	632292	3	0
<input type="checkbox"/> RAYMOND	KAYLA	128632223	632223	3	0

Enroll Enroll Enroll

Adding Assignments for Your Class

In order to add assignments to your class, click on one of the **curriculum** icons which resemble a book:

Example Teacher | Subscriptions | Logout
GREAT OAKS ELEMENTARY SCHOOL Switch Schools

Classes

test class

Class Students Edit

Student, Sample

Enroll Students

Add New Student

Students School Roster Enrolled Students

Grades: ☐ K ☐ 1 ☐ 2 ☒ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ 9 ☐ 10 ☐ 11 ☐ 12 ☐ Select All

Enroll Selected Add New Student

1 2 3

<input type="checkbox"/>	Last Name	First Name	Username	Student ID	Grade	Classes		
<input type="checkbox"/>	RAMAPRIYA			378	461378	3	0	Enroll
<input type="checkbox"/>	RAMOS	VICKTORIA	128632292	632292	3	0		Enroll
<input type="checkbox"/>	RAYMOND	KAYLA	128632223	632223	3	0		Enroll

When you enter the curriculum section, you are presented two options. The **easytech** icon on the top is curriculum that is available to you that has already been created either by learning.com or other classroom teachers. All you have to do is assign this content to your class. However if you want to create your own assignments from scratch, then click on the **Get Started** words in the **custom curriculum** area and follow the step-by-step directions to create your own lessons. You can then share these lessons with other teachers either in RRISD or the entire USA if you choose to.

For the purpose of this tutorial, we are solely going to focus on the **easytech** curriculum. Click on the **easytech** icon:

Example Teacher | Subscriptions | Logout
GREAT OAKS ELEMENTARY SCHOOL Switch Schools

Classes

test class

Class Students Edit

Student, Sample

Enroll Students

Add New Student

Curriculum Browse by Curriculum Find by Standard

Go

1 2 3

• **LISCENSED CURRICULUM** Find and assign content to your classes

easytech

Click on this icon to add assignments to your class that have already been created.

• **CUSTOM CURRICULUM**

MY CURRICULUM

Create, manage, and assign your own assignments and units.

Get Started

If you want to create your own assignments from scratch, click on this icon and follow the step-by-step directions to create your own lessons for your students, others in the district, or any students who use learning.com.

When you enter the curriculum section, you have to options. You can search for lessons which are organized by the computer topic it covers by clicking on the **Sequences** button or you can search for it by the core subject area (math, science, etc.) if you click the **Find by Standard** button:

Example Teacher | Subscriptions | Logout
GREAT OAKS ELEMENTARY SCHOOL Switch Schools

Classes

test class

Class Assignments Edit

There are no assignments for this class.

Assign Curriculum

Create Curriculum

Curriculum Browse by Curriculum Find by Standard

Go

1 2 3

> EasyTech Texas Edition

EasyTech Texas Edition

EasyTech - the solution for integrating technology into core instruction

Sequences Find by Standard

If you want to assign lessons by computer unit, click here.

If you want to search for curriculum by subject area, click here.

If you want to look at the lessons by the computer topic, select the **Sequences** button. If you want to start at the beginning of the timeline, click on the first icon that says **Start Here!**:

Sky by Learning3.com

Home Classes Curriculum Students

Example Teacher | Subscriptions | Logout

GREAT OAKS ELEMENTARY SCHOOL Switch Schools

Classes

test class

Class Assignments Edit

There are no assignments for this class.

Assign Curriculum

Create Curriculum

Curriculum

EasyTech Texas Edition

EasyTech - the solution for integrating technology into core instruction

Sequences Find by Standard

Start Here!

easytech Core Technology

easytech Online Safety

easytech Keyboarding

easytech Navigating Interfaces

To further filter the results, select the grade level you teach:

Sky by Learning3.com

Home Classes Curriculum Students

Example Teacher | Subscriptions | Logout

GREAT OAKS ELEMENTARY SCHOOL Switch Schools

Select One

My Classes

My Curriculum

Curriculum

EasyTech Texas Edition Curriculum

EasyTech - the solution for integrating technology into core instruction

Units For All Grades In English Find by Standard

Computer Basics Grades K - 5

Introduction to Keyboards Grades K - 1

Beginning Graphics Grades K - 2

Select the **View** button for the computer topic you wish to cover:


1

Computer Basics

Grades K - 5

View

If you wish to assign every lesson within the unit, then click on the assign unit button. If you want to assign individual lessons within a unit, click on the **Assign** button. If it will not let you click the assign button, please select your class on the sidebar:



Third Grade Technology

This set of EasyTech curriculum items is designed to help you address the third grade portion of the 3-5 technology standards. To access a pacing calendar for this EasySet, click the Resources button above.

[Assign Unit](#)


To assign every lesson in this unit, click on the assign unit button.

Assignments for **All Grades** **English**

Order	Type	Title	Rating	Grade Levels	Time	Publisher	
1	D	Acceptable Use Policies	☆☆☆☆☆	3 - 5	30	Learning.com	Assign
2	L	Symbols of Technology	☆☆☆☆☆	K - 5	12	Learning.com	Assign
3	A	Historic Communities	☆☆☆☆☆	3 - 4	45	Learning.com	Assign
4	A	Good Citizenship Digital Video	☆☆☆☆☆	3 - 4	45	Learning.com	Assign

To assign individual lessons within a unit, select the assign button next to the lesson.

To search for the lesson by the subject area (math, science, social studies, language arts), click on the **Find by Standard** button:



[Home](#)
[Classes](#)
[Curriculum](#)
[Students](#)

[Example Teacher](#) | [Subscriptions](#) | [Logout](#)

GREAT OAKS ELEMENTARY SCHOOL [Switch Schools](#)


[All Items](#)

My Curriculum

- [Units](#)
- [Assignments](#)

Curriculum

> EasyTech Texas Edition



EasyTech Texas Edition

EasyTech - the solution for integrating technology into core instruction

[Sequences](#) [Find by Standard](#)

To search the lessons by the subject area, select the **Find by Standard** button.

FIND BY CATEGORY

- Subject**
 - Mathematics
 - Science
 - Social Studies
 - Language Arts
- Technology Tool**

FIND BY STANDARD

- National Standards**
 - Common Core State Standards
 - E-Rate Required Objectives
 - NETS for Students
 - NETS for Teachers
- Texas Assessment of Knowledge and Skills**

Look through the categories and select the one that meets your lesson's needs:

Sequences

Find by Standard

FIND BY CATEGORY

- **Subject**

- Mathematics
- Science
- Social Studies
- Language Arts

- **Technology Tool**

- Hardware
- Software

- **Type**

- Lesson
- Game
- Quiz
- Discussion
- Activity

FIND BY STANDARD

- **National Standards**

- Common Core State Standards
- E-Rate Required Objectives
- NETS for Students
- NETS for Teachers

- **Texas Assessment of Knowledge and Skills**

- Language Arts-2002
- Mathematics-2002
- Reading-2002
- Science-2004
- Social Studies-2002
- Writing-2002

- **Texas Essential Knowledge and Skills**

- Economics-1998
- English Language Arts and Reading-1998
- Mathematics-1998
- Mathematics-2005
- Science-1998
- Science-2009
- Social Studies-1998
- Technology Applications-1998

To further filter the results, you can select a more specific topic if you wish. You can also select your grade-level:

Make a selection to find Curriculum

Mathematics

Measurement

Numbers and Operations

Algebra

Probability and Statistics

Geometry

To futher filter the results of your category, you can make a more specific topic selection if you wish.

To filter the results for the grade level you teach, select the down arrow and then choose the grade level you teach.

Assignments of

All Types

for

All Grades

English

399 Curriculum Items

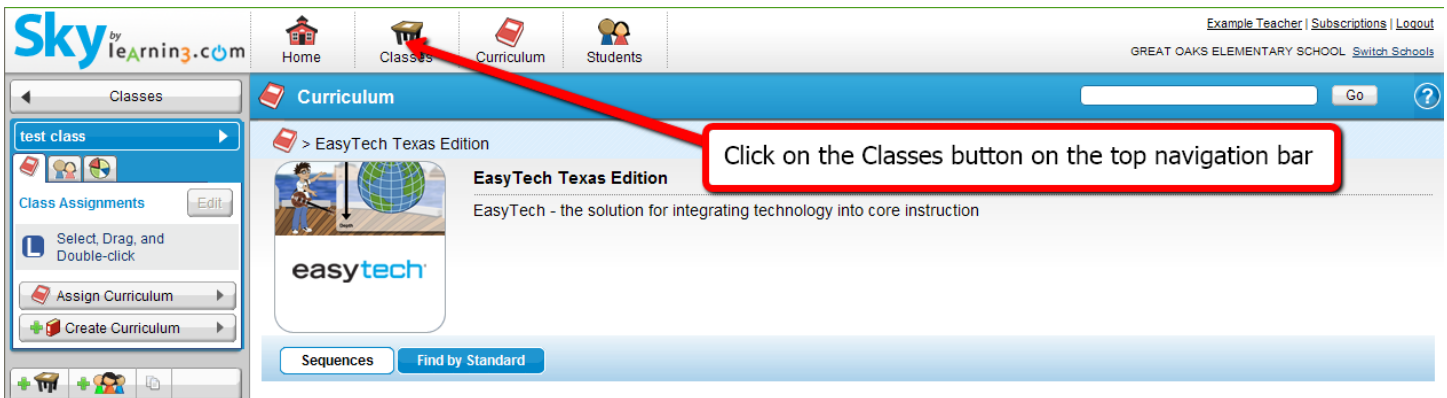
Type	Title	Rating	Grade Levels	Time	Publisher	
J	100 Cells	★★★★★	1 - 3	20	Lisa Caswell	Assign
J	100 Cells	★★★★★	2 - 3	20	Lisa Caswell	Assign
J	100 Cells	★★★★★	1 - 3	30	Lisa Caswell	Assign
J	3D Shapes around us	☆☆☆☆☆	K - 1	50	ROSA ALICIA WOODFIN	Assign

When you find a lesson you want to assign, click on the **Assign** button. If it will not let you click the assign button, please select your class on the sidebar:

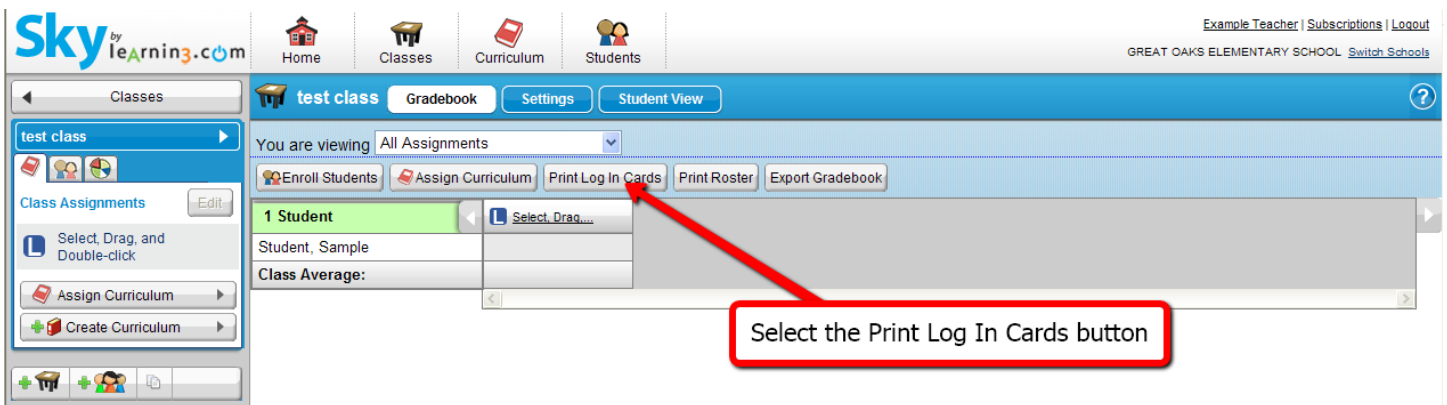
Type	Title	Rating	Grade Levels	Time	Publisher	
L	Bar Graphs	☆☆☆☆☆	2 - 5	11	Learning.com	Assign
A	Book Report Progress	☆☆☆☆☆	3 - 5	45	Learning.com	Assign
L	Cell Formatting	☆☆☆☆☆	2 - 5	12	Learning.com	Assign
A	Charles Weeks	☆☆☆☆☆	K - 12	0	Charles Weeks	Assign

Printing Student Log-in Cards

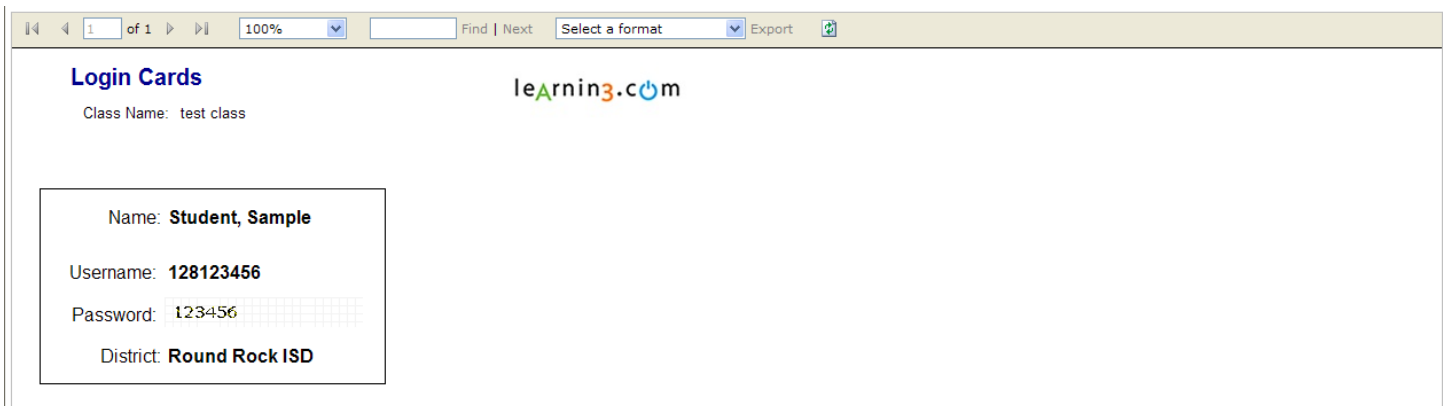
If you would like to print student log-in cards, before you do so you must [assign a lesson or unit to your class](#). Once you have done so, you can print your student log-in cards. Click on the classes button on the top navigation bar:



Select the print log-in cards button:

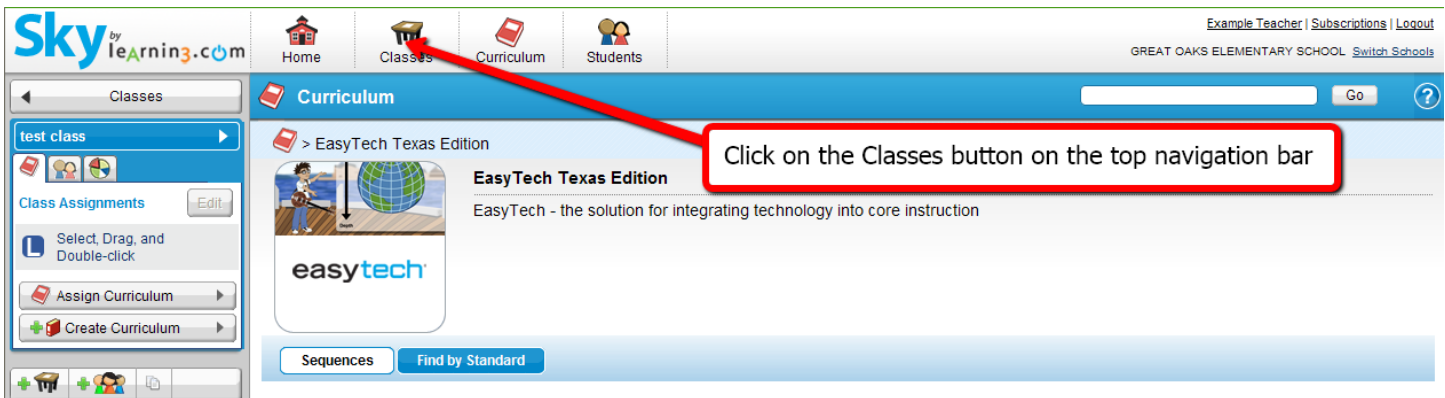


A new window will open up which you can print if you would like:

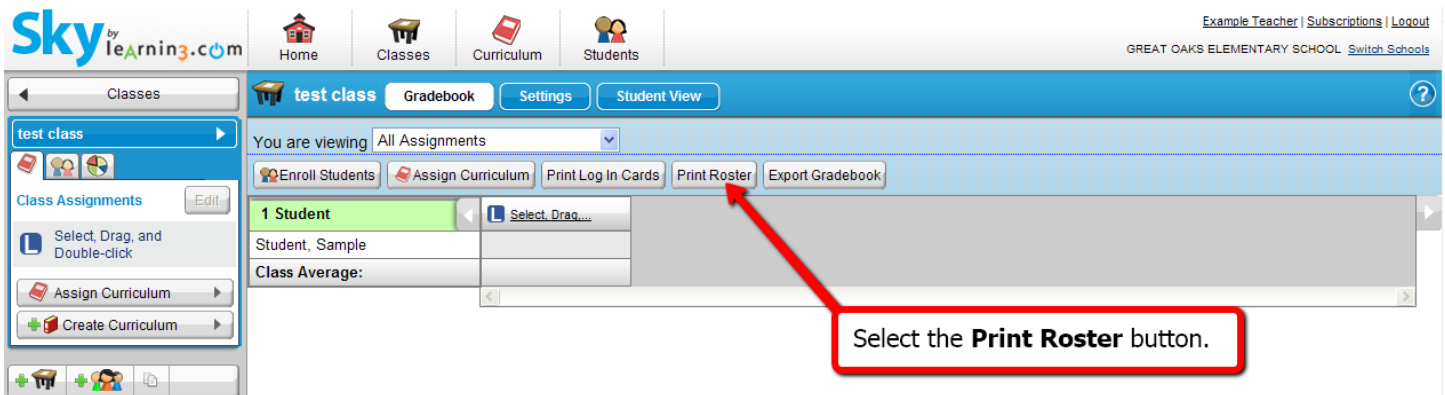


Printing Student Your Student Roster and Passwords

If you would like to print your student roster with passwords, before you do so you must [assign a lesson or unit to your class](#). Once you have done so, you can print your student roster. Click on the classes button on the top navigation bar:



Select the print roster button:



A new window will open up which you can print if you would like:

